

# memorandum

DATE: MAY 17 1995

REPLY TO  
ATTN OF: STTD:RED

SUBJECT: Funds-In Agreements

TO: Joe Polito, Org. 9900, MS 0163, SNL/NM  
Peter Lyons, Industrial Partnership Office, MS C334, LANL

Currently, the Science and Technology Transfer Division (STTD) is issuing an Authorization to Proceed (ATP) for individual Funds-In Agreements (FIA) following execution of the agreement by DOE and the sponsor, receipt of advance funding from the sponsor, and Certification of Funds Availability by the Budget and Resources Management Division (BRMD). Because the billing function for FIAs is now performed by the Facility Contractors, STTD will no longer issue ATPs.

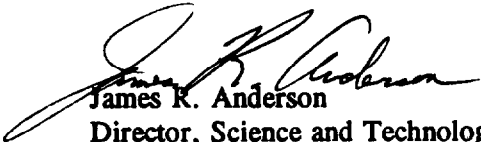
The Facility Contractor may commence work on new agreements and cost-increase amendments when the following conditions have been met:

1. The FIA has been executed by DOE and the Sponsor and a copy of the agreement is on file with the Facility Contractor,
2. Advance funding required under the agreement has been received by the Facility Contractor, and deposited in accordance with the Financial Management Division requirements,
3. A Certification of Obligation by BRMD has been made and is on file with the Facility Contractor, and
4. A DOE National Environmental Policy Act determination has been made.

Please provide this office a brief description of how this procedure will be implemented at your facility. Also, a copy of each certification of obligation for all new agreements and cost-increase amendments is to be provided by the Facility Contractor to STTD.

Please contact Bob Davidson at (505) 845-4310 if you have any questions on this matter.

Sincerely,

  
James R. Anderson  
Director, Science and Technology  
Transfer Division

cc:

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